

**AGENDA**  
**RICHWOOD CITY COUNCIL**  
Regular Meeting, Monday, May 14, 2012  
Richwood City Hall  
215 Halbert  
Richwood, TX 77531  
7:00 P.M.

**I. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Clint Kocurek, Mayor and presiding officer.

A. Opening Prayer

The opening prayer was given by Lee Bryant, Council, Position #3

B. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

**II. ROLL CALL OF COUNCIL MEMBERS**

Roll call showed the following members present:

Clint Kocurek, Mayor and presiding officer  
Roy Welch, Council, Position #1  
John Pitts, Council, Position #2 and Mayor Pro Tem  
Lee Bryant, Council, Position #3  
Charles Pettey, Outgoing Council, Position #4  
Morgan Laird, Council, Position #4  
Donna Lacy, Council, Position #4

A quorum was declared. Others present included Glenn Patton, City Administrator, Karen B. Schrom, City Secretary, Ricky Brinkman, Public Works Director, John D. Mercer, City Engineer, John Minkert, Woodmen of the World, Donna Boston, Diana Kidd, Gloria Pettey, Reg Aplin, Bob Sipple, Randy and Janice Day, Beaver Aplin, Dude Payne, Joe Rinehart, Gerald Roberts, Bobby Weaver, and Bill Yenne.

**III. APPROVAL OF MINUTES OF PREVIOUS MEETING**

On motion by Councilman Bryant, seconded by Councilman Pettey, with all members present voting aye, it was duly adopted to approve the minutes of April 9, 2012, April 23, 2012, and April 30, 2012 as presented.

**IV. ANYONE WISHING TO ADDRESS COUNCIL**

Councilman Pettey stated that he was leaving City Council with no regrets. He feels certain that those who will now be seated on the Council will make the right decisions for the City and for the residents and will continue to move the City forward. He further stated that the City currently has an excellent Mayor who responds to the citizens and what the city needs. He also expressed confidence in the City Administrator and the departments of the city. He feels a bit safer today than he did 4 years ago and that we have a better looking city. He knows that future budgets will be tough, and while he's not in

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favor of tax increases or higher fees, he feels that everything being done is a plus for the City.

V. **DISCUSSION AND ACTION ITEMS**

A. Oath of office for new councilmembers

Mayor Kocurek administered the oath of office to Councilman Welch and Councilman Laird who then took their seats on Council.

B. Presentation by Woodmen of the World

John Minkert, Woodmen of the World, presented a \$500 check to the Mayor to be used for the upgrade of the P.K. Forrest Community Building. He stated the Woodmen of the World appreciated the use of the building for their meetings over the year and they wished to give back to the City.

C. Possible extension of city street to allow for another entrance into Oyster Bend Subdivision

Bob Sipple, Lake Jackson Mayor and Reg Aplin, Developer presented concept drawings of a proposed second means of ingress/egress for Oyster Bend Subdivision in the City of Lake Jackson. The proposal would tie into Cardinal Street in the City of Richwood using the easements already recorded in the Wildwood Subdivision proposal from 1977. The County would still need to acquire two lots or at least easements in 2 lots to complete the tie in.

The proposal is still in the early stages. A bridge would be required over Oyster Creek and would need approval from the Corp of Engineers. The County would work on this. The project cannot go forward unless Richwood was also in agreement. It will open up the Wildwood Subdivision area for future development and this is in Richwood's ETJ. City Council acknowledged their support of the project and thanked Mr. Sipple and Mr. Aplin for their hard work.

D. Appointment to Keep Richwood Beautiful Committee

Mayor Kocurek thanked Ms. Pettey for all her hard work on the Keep Richwood Beautiful Committee. On motion by Councilman Bryant, seconded by Councilman Welch, with all members present voting aye, it was duly adopted to appoint Caite Blount to the Keep Richwood Beautiful Committee.

E. FY 2012 Audit Engagement Letter

On motion by Councilman Bryant, seconded by Councilman Laird, with all members present voting aye, it was duly adopted to engage the firm of Kennemer, Masters & Lunsford as the City's auditing firm for the FY 2012 independent audit.

F. Request to extend park hours for Burton Family Reunion - June 22<sup>nd</sup>

On motion by Councilman Bryant, seconded by Councilman Laid with all members present voting aye, it was duly adopted to approve the request to extend park hours for the Burton Family Reunion on June 22<sup>nd</sup>.

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G. Appointment of Council liaison for Richwood 2020 Committee

On motion by Bryant, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to appoint Morgan Laird to the Council position on the Richwood 2020 Committee.

H. Award Contracts for 2012 Storm Debris Removal - Annual Contingency Plan

On motion by Councilman Bryant, seconded by Councilman Laird, with all members present, it was duly adopted to award the contract for the 2012 Storm Debris Removal - Annual Contingency Plan to Tag Grinding, the alternate to DRC Emergency Services and the local contract to BoMac.

I. Set workshop to discuss priorities and possible funding options

Mayor Kocurek explained that he had met with Mr. Patton and Ms. Schrom earlier and together they'd come up with a list of priorities and needs. His plan now is to set a workshop date with a list of priorities from each department had and priorities from City Council. Then Council can prioritize the list so city staff has a plan to work on. This is something that will hold city employees and City Council accountable.

One plan he had to pay for some of the improvements planned is a street and drainage fee of approximately \$3 to \$5 to be added to each month's utility bill. It was decided to hold the workshop on Thursday, May 31<sup>st</sup> at 5:30 p.m.

J. Award bids for Oyster Creek Drive repairs

There were two bids received and they are as follows:

Contractor	Amount
Matula & Matula	\$221,905.10
LL&F Construction Mgt.	\$251,816.28

It was recommended by Mr. Mercer that the bids be rejected. He will meet with Mr. Patton within the next ten days to come up with possible alternatives.

On motion by Councilman Bryant, seconded by Councilman Welch, with all members present voting aye, it was duly adopted to reject all the bids as received.

K. Award bids for 2011 CDBG Sidewalk project

The City received one bid for the 2011 CDBG Sidewalk project. It was from Matula & Matula in the amount of \$267,398.40 which is in excess of the grant funds available.

On motion by Councilman Bryant, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to reject the bid and to rebid the project with a reduced project scope to obtain a low bid that is within the amount of grant funds available for construction.

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L. Ordinance No. 339A - amending the policy on alcohol beverages in city parks

On motion by Councilman Bryant, seconded by Councilman Welch, with all members present voting aye, it was duly adopted to approve Ordinance No. 339A as presented. The motion will remove the restriction against alcohol in the P.K. Forrest Building and in the Municipal Pavilion. The new policy on alcohol beverages in city parks is as follows:

**FEES**

	<b>Non-Alcohol</b>	<b>Alcohol</b>
<b>PK Forrest Building</b>		
Deposit	\$100	\$200
User Fee (½ day)	\$55	\$82.50
User Fee (all day)	\$110	\$165
<b>Pavilion</b>		
Deposit	\$100	\$200
User Fee	\$100	\$150
<b>Bobby Ford Park</b>		
User Fee (2 hours)	\$25	\$37.50

An uniformed police officer is required if alcohol is served. Two uniformed officers are required if the party is over 25 people.

Alcohol use is limited to inside the PK Forrest Community Center and under the Pavilion **ONLY**. Alcohol is not allowed in any other area in the parks, including the parking lots.

**NO GLASS CONTAINERS**

M. Report from Public Works Director

Mr. Brinkman reported that he'd completed 90 inspections on construction - electrical, building, mechanical, etc. since the first of the fiscal year. They have repaired 36 major water leaks since October and completed 2 water taps at Oakwood Shores that required boring under the road. Meter reading is done every month and takes the majority of the crew at least 3 days to complete. In regards to code enforcement, he has sent out 20 letters on vehicles and 24 on tall grass. The amount of letters will increase now that the growing season is here. Also, he has begun sending letters on trailers and boats with outdated tags. Most of the non compliant signs have been removed.

Other projects completed to date include the condemnation and removal of the house at 503 N.

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Mahan and the trailer on Walnut and the installation of the fence at the service center.

In the future, they will begin work on the lift stations. He is working on RFPs. The new water well is in the process of being drilled.

Mayor Kocurek asked Mr. Brinkman about fire inspections and what happened at Lil Champs. Mr. Guthrie, Fire Marshall, was not notified of the need of an inspection. Mr. Brinkman explained that Doug Caffey, the building inspector from Clute, was called in to help with that inspection. Mayor Kocurek stated that Mr. Guthrie needs to be involved in all commercial inspections.

- N. Executive Session pursuant to Section 551.072, Government Code, deliberation concerning the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Proposed purchase of property

Council entered executive session at 8:32 p.m.

Council exited executive session at 8:41 p.m.

- O. Action as a result of executive session

There was no action taken.

- P. Payment of bills

On motion by Councilman Bryant, seconded by Councilman Welch, with all members present voting aye, it was duly adopted to pay the bills as presented.

- Q. Financial Report

Par for the period ending April 30<sup>th</sup> is 41% remaining. Revenues are exceeding expenditures and those departments who are over par are being closely monitored.

**VI. CITY MANAGER'S REPORT**

Mr. Patton reported that work on the first of the two wells has begun. There is good water at 300 to 340 feet. He also reported that the RFPs will be ready for the lift station projects.

**VII. FUTURE AGENDA ITEMS**

Workshop on May 31<sup>st</sup>  
Computers for City Council - digital meetings

**VIII. COMMITTEE REPORTS**

There were none.

**IX. MAYOR'S REPORT**

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Mayor Kocurek reminded Council that the City will host BCCA this Wednesday at the Center for Arts and Science.

X. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 8:48 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON JUNE 11, 2012.

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Clint Kocurek, Mayor

ATTEST:

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Karen B. Schrom, City Secretary